



Town of Hopkinton, NH

Office of the Select Board

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CAPITAL IMPROVEMENTS PROGRAM (CIP) COMMITTEE PUBLIC MEETING MINUTES THURSDAY, SEPTEMBER 24, 2015

Amy O'Brien called the Capital Improvements Program (CIP) Committee meeting to order at 6:06 p.m. on Thursday, September 24, 2015, in the large meeting room in the Town Hall.

Members Present: Jim Fredyma, Don Houston, Ed Kerr, Amy Carrier O'Brien

Members Absent: Chris Hodgdon

Staff Present: Neal Cass (Town Administrator)

On a motion by Ed Kerr, seconded by Don Houston, the minutes of September 2, 2015 were approved with Houston, Kerr, and O'Brien voting in favor, none opposed, and Fredyma abstaining. (3-0-1)

MEETING WITH DEPARTMENT HEADS

Mrs. O'Brien welcomed Police Chief Stephen Pecora. Chief Pecora first reviewed his submission for cruiser replacements. He noted the following:

- We have 4 patrol cruisers, 1 SUV, and 2 motorcycles.
- One cruiser is replaced each year. The one scheduled for replacement in 2016 is a 2010 model with over 110,000 miles.
- The SUV is scheduled to be replaced in 2017.
- Whenever possible equipment is moved from the old car to the new one provided there haven't been changes to the new model that keeps equipment from fitting into the new car.
- Lights on all cruisers were part of a grant in 2004 and will need to be replaced soon,
- The number of vehicle we presently have is sufficient at this time and into the foreseeable future.

Chief Pecora then reviewed his request for funds to be added to the appropriate Capital Reserve Fund (CRF) for radios.

- This fund covers radios for both the police and fire departments.
- Currently the police department has 7 portable, 5 mobile, and 1 base radios.
- With the exception of 5 portables obtained more recently through a grant, all the radios were purchased as part of a grant in 2003/2004. They are all beyond their recommended life.
- The fire department has 25 portable, 11 mobile, and 2 base radios. With the exception of the base radios, all were purchased with the same 2003/2004 grant.
- Cost to replace the police radios is approximately \$58,000.
- There is currently \$41,000 in the Radio CRF.

The committee asked Chief Pecora to put in writing a plan of when the radios should be replaced and shared that they would like to be sure that the CIP Plan covers radios so that there are funds available when they need to be purchased.

Fire Chief Doug Mumford reviewed his requests

- Breathing apparatus needs to be replaced on schedule. We have 25 SCBAs, and 48 bottles. A complete set replacement costs \$6,700 and has a 15 year life.
- Engine 2 is scheduled to be replaced in 2020. It is getting hard to get parts for this truck.
- Tankers are replaced every 30 years and Engines every 25 years.
- The ladder truck needs replacement in 2029 at a cost estimated at \$1.5 million. The Committee asked that this be added to the spending plan for review.
- Gear has to be replaced every 5-10 year and is custom fit to the person who wears it.

Mr. Fredyma requested that the Chiefs prepare a one page sheet of talking points on items being requested so that explanation to voters is easier. The reason for a second station should be one of the pages.

Library Director Donna Dunlap shared her annual report with the Committee highlighting the services provided by the library and the use that it gets. She then reviewed her requests.

The Committee encourages doing the generator as soon as possible and being sure there is a plan in case of failure of the temperature control system prior to it being replaced.

The Committee questioned whether the requests from the Technology Fund and the Maintenance Trust should be something that the CIP Committee reviews or just be handled as part of the budget process.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:12 p.m.

Respectfully submitted,
Neal Cass, Town Administrator

NEXT MEETING: Thursday, October 1, 2015, 6:00 p.m. Town Hall